

Filing fees for cases that have already been docketed and assigned a Sixth Circuit case number may also be paid by credit/debit or ACH payment through CM/ECF.

Instructions for Paying a Filing Fee for a Docketed Case

1. Turn off pop-up blockers in your browser.
2. [Log in to CM/ECF](#)
3. Select Filing.
4. Select File a Document.
5. Enter the case number.
6. Select Fees from the left column.
7. Select either pay BAP appeal to 6th Circuit fee, pay original proceeding fee, or pay petition for review filing fee, as appropriate.

File a Document

Case: Enter case number as yy-nnnn or yy-nnnnn (e.g., 05-2475 or 05-68492)

Filed Date: 06/20/2014

☐ Response/Reply

☐ Argument

☐ Costs

☒ Fee

☐ Rehearing Petition

☐ Amicus Filings

☐ Letters/Correspondence

☐ Miscellaneous

☐ TEST - COURT USE ONLY

☐ TEST - COURT USE ONLY (cr)

☐ Under Seal

☐ EOIR/DHS

☐ BAP

Select One

☐ financial affidavit in support of pauper motion

☐ pay BAP appeal to 6th Circuit fee

☐ pay original proceeding fee

☒ pay petition for review filing fee

☐ prisoner trust account statement

Uncheck boxes for each case in which this document should not be filed.

Case Selection

80-1517 Lamont Heard v. Patricia Caruso, et al (Target Case)

Total: 0 Selected: 0

All

Clear All

Continue

8. Read the instructional text.
9. Select the Filer.
10. Select Pay Now.

Attorney Filer

Please choose YOUR NAME from the list below. If your name does not appear in the list, you have selected an incorrect transaction. Please cancel this transaction and start again.

	Filer	Type	Case Number	Short Title
<input checked="" type="checkbox"/>	Wags, Lisa G.	Appellant	80-1517	Lamont Heard v. Pa...

Display All Attorneys All Cases Select All Clear All

Fee

Pay Petition for Review Fee:

Fee Amount: \$500.00

Pay Now

Continue Back Cancel

11. The Initiate Payment window will open.
12. Paying from a bank account.
13. Enter all requested information under Option 1: Pay Via Bank Account (ACH). Select the Account Type from the pull-down menu. All account and contact information must be entered in the boxes marked with red asterisks.
14. When all required information is entered, click the Continue with ACH Payment button.

Online Payment

[Return to your originating application](#)

Step 1: Enter Payment Information

1 | 2

Pay Via Bank Account (ACH) [About ACH Debit](#)

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$500.00

Account Type: *

Routing Number: *

Account Number: *

Confirm Account Number: *

Check Number:

Routing Number

Account Number

Check Number

0 2 6 9 4 6 7 8 3

9 2 4 3 7 6 7 3 9 0

1 2 3 4

Payment Date: 06/23/2014

Attorney Name: *

Name of Person Entering Payment Information: *

Contact Phone Number: x *

Select the "Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.

Continue with ACH Payment

Cancel

15. The Authorize Payment screen opens. Review the information entered to ensure its accuracy. If any information is incorrect, click Edit this information to make changes.
16. To receive an email confirmation of the payment, enter and confirm the filer's email address in the designated boxes below the payment-summary information.
17. To authorize the payment, click in the check box above the authorization and disclosure agreement. A green check mark appears in the check box.
18. Scroll down to the Submit Payment button below the authorization and disclosure agreement. Click the Submit Payment button to complete the payment.

Step 2: Authorize Payment

1 | 2

Payment Summary

[Edit this information](#)

Account Holder Name: Lisa G. Wags

Payment Amount: \$500.00

Account Type: Personal Checking

Routing Number: 254074413

Account Number: *****2345

Check Number: 1234

Payment Date: 06/23/2014

Attorney Name: Lisa G. Wags

Name of Person Entering Payment Information: Lisa G. Wags

555-555-

Contact Phone Number: 5555

Email Confirmation Receipt

To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:

Confirm Email Address:

CC:

Separate multiple email addresses with a comma

Authorization and Disclosure

Required fields are indicated with a red asterisk *

I agree to the authorization and disclosure language ☒ *

Authorization and Disclosure--Consumers and Businesses

The debit transaction(s) to which you are agreeing are handled on behalf of Federal agencies by "Pay.gov," which consists of services offered by the U.S. Treasury Department's Bureau of the Fiscal Service. As used in this document, "we" or "us" refers to the Bureau of the Fiscal Service and its agents and contractors operating Pay.gov. "You" refers to the end-user reading this document and agreeing to it prior to engaging in a debit transaction.

I. Consumers

A. Authorization

You acknowledge that you have read and understand the consumer disclosure language and authorize the Federal Reserve Bank of Cleveland to debit the named financial institution account. This authorization is to remain in full force and effect until we have received notification of its termination in such time and in such manner as to afford Pay.gov a reasonable opportunity to act on it, or unless otherwise terminated for any reason by Pay.gov.

[View Authorization and Disclosure in a separate window.](#)

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

Submit Payment

Cancel

19. The next screen verifies that the payment is completed and the admission application submitted. To retain a record of the payment, click on the hyperlink to print the receipt.

Your payment has been completed. Click [here](#) to print this receipt.

Transaction ID: 06-58081-889

Payment Date: 06/20/2014

Amount: \$500.00

Fee Type: Petition for Review

Click the *Return to CM/ECF* button below. You must review the final docket text and complete your transaction.

Return to CM/ECF

20. Click on the Return to CM/ECF button to return to the ECF application.
CAUTION: You must click the Return to CM/ECF button. After returning to the ECF application you MUST click on Continue to complete the docketing of the fee payment. Failure to return and click Continue will cancel the docketing event, but your credit card will still be charged for the payment.
21. On the fee payment docketing screen you will see the Pay Now button has been deactivated. You MUST click Continue to complete the docketing of the filing fee. Failure to return to this screen and click Continue will cancel the docketing event, but your credit card will still be charged for the filing fee payment.
22. After clicking Continue, you may now continue with other ECF activity or simply log out of ECF. Notice that the fee has been paid will appear on the court docket.
23. Paying by credit or debit card.
24. Select Continue with Plastic Card Payment.

Pay Via Plastic Card (PC) (ex: American Express, Discover, Mastercard, VISA)

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$500.00

Billing Address: *





Billing Address 2:

City:

State / Province: ▼

Zip / Postal Code:

Country: ▼ *

Card Type: ▼ *    

Card Number: * (Card number value should not contain spaces or dashes)

Security Code: * [Help finding your security code](#)

Expiration Date: ▼ * / ▼ *

Attorney Name: *

Name of Person Entering Payment Information: *

Contact Phone Number: *

Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.

25. Review the Payment Summary information. Select Edit this information to make changes.
26. Enter your email address for an email confirmation of the payment.
27. Check the authorization box.
28. Select Submit Payment.

Online Payment

Return to your originating application

Step 2: Authorize Payment

1 | 2

Payment Summary

Edit this information

Address Information	Account Information	Payment Information
Account Holder Name: Lisa G. Wags 111 No Address Billing Address: St Billing Address 2: City: Cincinnati State / Province: OH Zip / Postal Code: 45238-0000 Country: USA	Card Type: Visa Card Number: *****1111 Attorney Name: Lisa G. Wags Name of Person Entering Payment: Lisa G. Wags Information: Contact Phone Number: 513-555-1212	Payment Amount: \$500.00 Transaction Date 06/20/2014 10:37 and Time: EDT

Email Confirmation Receipt

To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:

Confirm Email Address:

CC:

Separate multiple email addresses with a comma

Authorization and Disclosure

Required fields are indicated with a red asterisk *

I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

☒ *

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

Submit Payment

Cancel

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

29. The System will process your request.
30. The payment completion window will appear.
31. Select "here" to print a receipt.
32. Select Close Window to complete your transaction and return to CM/ECF.

Your payment has been completed. Click [here](#) to print this receipt.

Transaction ID: 06-58082-991

Payment Date: 06/20/2014

Amount: \$500.00

Fee Type: Petition for Review

Click the *Return to CM/ECF* button below. You must review the final docket text and complete your transaction.

[Return to CM/ECF](#)

33. Click on the Return to CM/ECF button to return to the ECF application.
CAUTION: You must click the Return to CM/ECF button. After returning to the ECF application you **MUST** click on Continue to complete the docketing of the fee payment. Failure to return and click Continue will cancel the docketing event, but your credit card will still be charged for the payment.
34. On the fee payment docketing screen you will see the Pay Now button has been deactivated. You **MUST** click Continue to complete the docketing of the filing fee. Failure to return to this screen and click Continue will cancel the docketing event, but your credit card will still be charged for the filing fee payment.
35. After clicking Continue, you may now continue with other ECF activity or simply log out of ECF. Notice that the fee has been paid will appear on the court docket.